

ESSEX POLICE DEPARTMENT

Department Directive



Date Issued: May 22, 2000	Number: 1.1.1
CODE OF CONDUCT Class 1	<input checked="" type="checkbox"/> New <input type="checkbox"/> Amends <input type="checkbox"/> Rescinds
Authorized Signature: _____ <i>Shirley P. Jay</i> _____ Chief of Police	
<i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Date Implemented: <i>5/22/2000</i>	Review Date: <i>05/01/2020</i>

1.0 BRIBES

- 1.1 No member shall solicit or accept from any person, business or organization any bribe, including money, tangible or intangible property, food, beverage, loan, promise, service, or entertainment, for his/her own benefit or the benefit of other members of the Department. A member shall immediately report any offer of a bribe made to him/her to his/her Commanding Officer.

2.0 CHEATING ON EXAMINATIONS

- 2.1 While preparing for, administering, or participating in any official examination either conducted by or for the Department, a member shall not cheat or use any dishonest method to obtain, furnish, or accept, or attempt to obtain, furnish, or accept, questions or answers to such examination.

3.0 CRIMINAL CONDUCT- FELONY

- 3.1 Members shall obey and abide by the laws of the United States, the State of Vermont and any state or local jurisdiction in which they are present. Members shall not commit any violation of law which by definition of statute is a felony under any jurisdiction.

4.0 COURAGE

4.1 At all times, a member shall demonstrate firmness of mind and will, in the face of danger or extreme difficulty, while maintaining his/her composure, and shall perform his/her duties in a manner which will inspire confidence and respect.

5.0 DISCLOSURE OF IDENTITY OF CONFIDENTIAL INFORMANT

5.1 No member shall knowingly disclose the identity of any person who is acting as a confidential informant except to another member or law enforcement authority who has a legitimate need for the information in the performance of his/her duties.

6.0 DISCLOSURE OF IDENTITY OF MEMBERS

6.1 No member shall disclose or reveal the identity of any member engaged in the performance of official duties when one could reasonably foresee that to do so could endanger that member or any other person or interfere with the ability of that member to perform his/her duties.

7.0 DISCRIMINATION

7.1 No member shall discriminate in favor of or against any person or other member on the basis of race, religion, politics, national origin, sex, life style, or similar personal characteristics.

8.0 FALSE STATEMENTS

8.1 In preparing and making investigative, and other official reports, a member shall not knowingly enter or cause to be entered any inaccurate, false, or improper information, knowingly misrepresent or cause to be misrepresented any material information, or knowingly withhold or cause to be withheld any material information.

9.0 FALSIFICATION AND MISUSE OF PROPERTY AND EVIDENCE

9.1 Members shall not manufacture or falsify evidence and shall not tamper with, conceal, withhold, or convert to their own use any property or evidence which has been discovered, seized, gathered, or received in connection with the performance of Department duties. All such property and evidence shall be reported, processed, secured, removed, and destroyed only in accordance with established Department procedures.

- 10.0 GAMBLING
- 10.1 Except in the performance of duty, no member shall engage or participate in any form of illegal gambling at any time.
- 11.0 MISTREATMENT OF PERSONS IN CUSTODY
- 11.1 Members shall not mistreat persons who are in their custody.
- 11.2 Members shall handle all persons in accordance with law and established Department procedures.
- 11.3 The term mistreatment shall be given its common sense meaning, such as to treat badly, or to abuse. Mistreatment in this context may include verbal as well as physical confrontation.
- 12.0 POSSESSION AND USE OF DRUGS
- 12.1 No member shall possess or use any regulated drug, either on or off duty, except in the performance of duty or except when such drug has been prescribed by a physician for the treatment of the member.
- 13.0 RECEIPT, PROCESSING, AND REPORTING OF ALLEGATIONS
- 13.1 Members shall receive, process, and report allegations of misconduct and allegations of improper conduct in accordance with the provisions of the Department Rules and Regulations.
- 14.0 TRUTHFULNESS
- 14.1 Upon the order or inquiry of a superior officer and/or during the course of an internal investigation, members shall fully and truthfully answer all questions asked of them which are specifically directed and narrowly related to the scope of their employment, the operations of the department, or any allegation of a violation of Class I, II, III conduct being investigated.
- 15.0 USE OF ALCOHOL ON DUTY
- 15.1 Members shall not be impaired by alcohol, to the slightest degree, during the performance of duty.

16.0 FIREARMS

16.1 Members shall not use or handle firearms in a careless or imprudent manner. Members shall use firearms only in accordance with law and established Department procedures. Members shall report any discharge of a firearm in the performance of duty in accordance with established Department procedures.

17.0 FORCE

17.1 Members shall use only such force as is reasonably necessary under the circumstances. Members shall use force only in accordance with laws and established Department procedures.